Project Scope Management Tools & Techniques Training

20 - 24 Dec 2026
Manama (Bahrain)

Dubai - UAE: +971 4 450 5697
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Project Scope Management Tools & Techniques Training

Ref.: 15064_250420 **Date:** 20 - 24 Dec 2026 **Location:** Manama (Bahrain) **Fees:** 4900 **Euro**

Introduction:

Proper scope definition is critical to ensuring success in all areas of a project. Without a well-defined scope, the development and definition of all the other project elements are left to chance e.g., Cost, Time, Quality. During the project, when change occurs, maintaining the scope is crucial to ensure appropriate project integration. The Scope Management processes and procedures must also be well-defined to prevent scope creep, cost overruns, and missing schedule deadlines.

In this project scope management tools and techniques course, participants will learn techniques to more clearly define the scope and create manageable scope management processes. The training will also allow participants to understand why project scope management is important and how it works closely with project integration and change control processes.

Importance of Project Scope Management:

Understanding the importance of project scope management is essential for the success of any project. The benefits of project scope management include preventing scope creep, ensuring that all project objectives are met within the agreed parameters, and maintaining alignment with the business goals. By grasping the project scope management techniques and tools, professionals can deliver projects more efficiently and effectively.

Targeted Groups:

- Project Managers.
- Project Professionals.
- Project Planning Staff.
- Project Controllers.
- PMO Staff.

Course Objectives:

At the end of this project scope management tools and techniques course, participants will be able to:

- Develop a clear and concise scope statement.
- Define the work required to complete the project scope.
- Apply techniques to validate scope deliverables.
- Use appropriate project scope management tools and techniques to control scope throughout a project.

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Targeted Competencies:

At the end of this project scope management tools and techniques training, participants will be able to:

- Scope management.
- Scope controlling.
- Control projects.
- Cognitive abilities.
- Work Breakdown Structure WBS.

Course Content:

Unit 1: Plan Scope Management:

- Create and document processes, procedures, and frameworks to define project scope, measure outcomes, and control scope throughout the project.
- Develop the contents of the Scope and Requirements Management Plans.

Unit 2: Collect Requirements:

- Identify the requirements needed at all stages of a project organization and Communication Channels.
- Recognize the different types of requirements.

Unit 3: Define Scope:

- Recognize the difference between a Project Charter and a Project Scope Statement.
- Create a well-defined Project Scope Statement.
- Identify the differences between Project and Product Scope.

Unit 4: Create WBS:

- Utilize the proper guidelines to create a Work Breakdown Structure.
- Apply tools and techniques to create a Work Breakdown Structure.

Unit 5: Validate Scope:

- Apply predefined completion criteria to project deliverables.
- Utilize tools and techniques for scope validation.
- Recognize the importance of scope validation and when it performs.

Unit 6: Control Scope:

- Utilize the scope baseline to control project scope.
- Recognize how Change Control affects the Control Scope processes.

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